

Foundation Board Monday, June 12, 2017 2:00 p.m. Horton Administration Bldg. Room 103, Boardroom 5151 Pacific Avenue, Stockton, CA 95207

Agenda

SJDC Foundation Board Members

Tom Patti, Foundation President Businessman

Jeff Wright, Foundation Vice President Lincoln Unified School District

Dr. Kathy Hart, Foundation Secretary/Treasurer SJDC Superintendent/President

Dr. Elizabeth Blanchard Stockton Ports Commissioner SJDC Adjunct Faculty

Steve Castellanos San Joaquin Delta College Board of Trustees

Susan Grupe DePolo San Joaquin A+

Carl Toliver Retired, SUSD Superintendent

Patrick Doyle Retired SJDC Faculty Member

Charles Bloch Retired SJDC Faculty Member

Claudia Moreno Former SJDC Board Member

Richard Vasquez, Alternate San Joaquin Delta College Board of Trustees

SJDC Foundation Staff

Valerie Stewart-Green Executive Assistant to the Superintendent/President and Board of Trustees

Erica Sum Fiscal Specialist

1. Call To Order and Roll Call

2. Public Comments and Approval of Minutes

2.1 Comments from the Public

: /<u>/</u>\ [Hart, J (0) //\ (0) | J | | | | | | | | | | |

2.2 Approval of the March 13, 2017 Minutes (attached)

3. Reports/Information

3/1 Discussion Regarding Hardship Scholarships for Students Nearing Graduation-Dr. Kathy Hart

3.2\ Alumni Association Réport – Dr. Kathy Hart, Claudia Moreno, Charles Block, Patrick Doyle

3.3 2017 Scholarship Awards Ceremony & Reception – Dr. Kathy

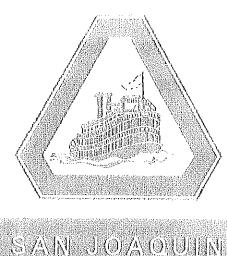
4. New Business - Action Items

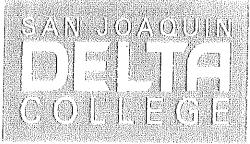
4.1 Meeting Calendar for 2017-18 (2nd Monday in September, December, March and June - 09/11/17, 12/11/17, 03/12/18, 06/11/18)

4.2 2016-17 Third Quarter Financial Reports (attached)

- 4.3 Listing of New Gifts and Donations (attached)
- 4.4 2017-18 Budget (attached)
- 4.5 Appointment to a New Three Year Term Effective July 1, 2017 Director #3 (Seat currently held by Carl Toliver)
- 4.6 Appointment to a New Three Year Term Effective July 1, 2017 Director #8 (Seat currently held by Tom Patti)
- 4.7 Appointment to a New Three Year Term Effective July 1, 2017 Director #9 (Seat currently held by Claudia Moreno)
- 4.8 Election of Officers, 2017-18 Fiscal Year
 - a. President
 - b. Vice President
 - c. Secretary/Treasurer (College President)

- 5. Agenda Items for Future Meetings
- **6.** Foundation Board Member Questions/Announcements







DELTA COLLEGE FOUNDATION, A CALIFORNIA NONPROFIT PUBLIC BENEFIT CORPORATION

MINUTES OF THE REGULAR BOARD MEETING Monday, March 13, 2017

The regular meeting of Delta College Foundation was held on Monday, March 13, 2017 at 2:00 p.m. Public Meeting in Administration 103, 5151 Pacific Avenue, Stockton, California.

Members Present: Tom Patti, Jeff Wright, Carl Toliver, Dr. Kathy Hart, Dr. Elizabeth

Blanchard, Charles Bloch

Absent: Steve Castellanos, Sue Grupe DePolo, Patrick Doyle, Claudia

Moreno, Richard Vasquez (alternate)

1. Call To Order and Roll Call

All members were present except Steve Castellanos, Sue Grupe DePolo, Patrick Doyle, Claudia Moreno and Richard Vasquez (alternate).

2. Public Comment

2.1 No public comments

2.2 Approval of the December 12, 2016 Minutes
Director Toliver motioned and Director Wright seconded to approve the
December 12th minutes as presented. Vote: 6/0; motion carried.

Yes - Patti, Wright, Hart, Blanchard, Bloch, Toliver

3. Reports/Information

3.1 Foundation Request – Dollars for Degrees

The Associated Students of Delta College (ASDC) Senator of Public Relations Dustin Weyand made a request of the Foundation Directors for funds to support the ASDC's upcoming scholarship fundraiser "Dollars for Degrees." Ten scholarships will be given to qualifying students to assist with their pursuit of higher education. Mr. Weyland requested \$5000 from the Foundation to help students with their academic goals. The scholarships given would be in the amount of \$500 each.

Mr. Weyland answered questions from the Foundation Directors regarding the request and the criteria to be used to qualify for a scholarship. It was agreed that Dr. Hart would work with Mr. Weyland and the students to get more specific information for the Foundation Directors.

3.2 Field Trip Update

Dr. Kathy Hart gave an update on field trip activities supported by the Foundation. The MESA program took 28 students from the MESA and Computer Science programs on a trip to Tesla Motors in Fremont, CA. on March 11th. The students thoroughly enjoyed the trip and Dr. Hart shared their post-trip comments with the Foundation Directors.

3.3 Passport Program Update

Director of Planning, Research and Institutional Effectiveness Tina Merlino gave a Power Point presentation on the Passport to College Program.

3.4 Discussion Regarding Hardship Scholarships for Students Nearing Graduation

This item was originally the idea of Director Grupe DePolo. The item was tabled due to Director Grupe DePolo's absence.

3.5 Review of The Market Vendor Rules

Director of Auxiliary Services Fidel Cabuena and Market Assistant Charles Fregoso gave a report on the new Market Rules. Mr. Cabuena and Mr. Fregoso stated that they had met to go over the rules and Dr. Hart and Mike Hill had met over the weekend to do the same. The rules address many issues such as vendor responsibilities and laws that govern doing business at The Market.

The Foundation Directors reviewed the rules and made suggestions such as adding a table of contents to make it easier for vendors to find specific information quickly.

4. New Business - Action Items

4.1. Audit Report 2015-16 Fiscal Year

Director Blanchard motioned and Director Toliver seconded to accept the Audit Report as presented by Matthew Nethaway and Oleg Manzyuk from Crowe Horwath, LLP. Vote: 6/0; motion carried.

Yes - Patti, Wright, Hart, Blanchard, Bloch, Toliver

4.2. 2016-17 Second Quarter Financial Reports

Director Toliver motioned and Director Wright seconded to accept the 2016-17 First Quarter Financial Reports as presented. Vote: 6/0; motion carried.

Yes - Patti, Wright, Hart, Blanchard, Toliver, Bloch

4.3. Listing of New Gifts and Donations

This item was voted on with item 4.2. Vote: 6/0; motion passed. Yes – Patti, Wright, Hart, Blanchard, Toliver, Bloch

4.4 Reimbursement to Dr. Hart – Community Foundation Fundraiser Participation

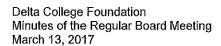
Director Hart motioned and Director Blanchard seconded to reimburse Dr. Hart in the amount of \$700 for the purchase of 7 remaining tickets for the Community Foundation of San Joaquin's 9th Annual Super Bowl Raffle. Vote: 6/0; motion carried.

Yes - Patti, Wright, Hart, Blanchard, Toliver, Bloch

5. Agenda Items for Future Meetings

- 1) Election of Officers
- 2) Budget
- 3) Re-appointment of Directors
- 4) ASDC Request for scholarship funding
- 5) Hardship scholarships
- 6. Foundation Board member Questions/Announcements
 None noted.

Adjourned at 3:40 p.m.



San Joaquin Delta Community College District 5151 Pacific Avenue, Stockton CA 95207

ITEM 3.1

SUBJECT: Hardship Scholarships for Students

Nearing Graduation

DATE: June 12, 2017

A. BACKGROUND: The Foundation Board of Directors has received presentations regarding the scholarship programs of the District and discussed how it could best help. The Board added for the first time a line item in the 16-17 budget to support the scholarship efforts.

There appears to be a segment of the student population that is not as well supported in terms of financial assistance. It is that group of students nearing graduation or program completion having encountered short-term financial hardship which may prevent them from completion of their goals. The Board asked that a discussion item be added to the March agenda to discuss this topic further.

This item was deferred at the March 13, 2017 Board Meeting to this meeting.

B. BUDGETARY IMPLICATIONS: N/A

San Joaquin Delta Community College District 5151 Pacific Avenue, Stockton CA 95207

ITEM 3.2

SUBJECT: Alumni Association Report

DATE: June 12, 2017

A. RECOMMENDATION: Dr. Kathy Hart, Foundation Directors Claudia Moreno, Charles Bloch and Patrick Doyle have been in discussion regarding the development of an Alumni Association. After meeting to discuss the details in ad hoc they will now report to the Foundation regarding an Alumni Association.

- **B. BACKGROUND:** As outlined in the Foundation Master Agreement under <u>Authorized Foundation Functions and Activities</u>, Dr. Hart has been in discussion with the Foundation Directors to begin the formation of an Alumni Association.
- C. BUDGETARY IMPLICATIONS: None

San Joaquin Delta Community College District 5151 Pacific Avenue, Stockton CA 95207

ITEM 3.3

SUBJECT: Scholarship Awards Ceremony & Reception 2017 DATE: June 12, 2017

- **A. RECOMMENDATION:** Dr. Kathy Hart will discuss how the Foundation can contribute to this year's Scholarship Ceremony and reception to be held on August 16th at 4:00 p.m.
- **B. BACKGROUND:** The Annual Scholarship Awards is held in August with a reception following the ceremony. The Bank of Stockton donates \$600 annually to fund the reception. Last year, the Foundation gave a donation of \$1,648.75 towards the remaining cost of the reception.
- C. BUDGETARY IMPLICATIONS: None

San Joaquin Delta Community College District 5151 Pacific Avenue, Stockton CA 95207

ITEM 4.1

SUBJECT: Regular Meeting Calendar

DATE: June 12, 2017

- **A. RECOMMENDATION:** It is recommended that the Foundation Board set its regular meeting calendar for the 2017-2018 fiscal year.
- **B. BACKGROUND:** The Foundation Board holds one regularly scheduled meeting each quarter. In the past, the date selected for this meeting has been the second Monday of September, December, March and June. For the 2017-18 fiscal year those dates would be:

September 11, 2017 December 11, 2017 March 12, 2018 June 11, 2018

C. BUDGETARY IMPLICATIONS: None

San Joaquin Delta Community College District 5151 Pacific Avenue, Stockton CA 95207

ITEM 4.2

SUBJECT: 2016-17 Third Quarter Financial Reports

DATE: June 12, 2017

- **A. RECOMMENDATION:** It is recommended that the Foundation Board receive the 2016-17 Third Quarter Financial Report.
- **B. BACKGROUND:** The foundation operates on a fiscal year July through June consistent with the college district. Over the course of the year quarterly reports are provided to the Board of Directors. Those are helpful in measuring performance but the final fourth quarter year-end report is the true representation of the financial condition of the foundation.
- C. BUDGETARY IMPLICATIONS: To the degree operating results differed from what was anticipated adjustments may be necessary in the ensuing budget cycle.



Delta College Foundation Quarterly Report

The following is a summary of revenue, expense, and net asset activity for the period ending March 31, 2017.

Revenue and Support	_	Actuals
Passport to College		324,809
Gladys L Benerd		121,435
Schultz, Earl, and Bianchi		78,184
Fundraising Revenue Restricted		78,910
Program Service Revenues Restricted		221,990
Interest and Investment Income		9,264
Net Realized and Unrealized Gains/Losses		31,721
Contributions and Capital Gifts		152,521
	Total _	1,018,835
Expenses		
Passport Student Fees		380,489
Student Scholarships and Grants		18,630
Student Instructional Program Support		399,372
Fundraising Expenses		35,194
General and Administrative		31,291
	Total _	864,976
Excess of Revenue over Expenses		153,859
Net Assets, Beginning of Year		4,958,163
Net Assets, Period Ending March 31, 2017		5,112,021



Delta College Foundation Statement of Activities

The following is a summary of revenue, expense, and net asset activity by restriction type for the period ending March 31, 2017. See separate schedule IV.B.4 for Market activity.

	Unrestricted	Temporarily Restricted	Total
Public Support and Revenue	-		
Contributions, Gifts and Grants		\$ 311,362	\$ 311,362
Program Service Revenue	-	221,990	221,990
Fundraising Revenue	-	78,910	78,910
Realized/Unrealized Gain (Loss) On Investments	-	329,074	329,074
Interest and Dividends	<u>.</u>	77,498	77,498
Total	-	1,018,835	1,018,835
Expenses			
Student Fees		380,489	380,489
Student Scholarships & Grants		18,630	18,630
Program Services		399,372	399,372
Fundraising Expenses	-	35,194	35,194
General and Administrative		31,291	31,291
Total	-	864,976	864,976
Excess of Revenue over Expenses	-	153,859	153,859
Net Assets, Beginning of Year	3,256,474	1,701,689	4,958,162
Net Assets, Period Ending March 31, 2017	\$ 3,256,474	\$ 1,855,548	\$ 5,112,021



Delta College Foundation Summary of Investment Performance The following is a summary of investments by bank and program for the period ending March 31, 2017

		Morga	Morgan Stanley					
						Bank of	Tiaa Cref	
	Shultz, Earl	Academic			County Treasury P	Stockton Passport to	(Annuity) Marilyn	
	and Bianchi	Scholarship	Benerd	Councils		College	Jones	Total
Beginning Market Value	\$ 826,623	\$ 439,749	\$ 1,506,412	\$ 601,75	2,659,829 \$	1,867,755 \$	46,879 \$	7,414,355
		t	The state of the s	4,793	r	379,795	ı	384,588
Total	826,623	439,749	1,506,412	71,902	2,659,829	2,247,550	46,879	7,798,943
Investment Income & Growth								
Interest/Dividends	13,118	7,031	24,374	1,435	ı	30,742	629	77.330
Realized Gains/Losses	14,366	4,898	10,800	ı	ı	(9,491)	352	20.925
Unrealized Gains/Losses	50,700	25,078	86,261	(67)	ı	144,717	1,491	308,149
Total Investment Income & Growth	78,184	37,007	121,436	1,339	t t	165,968	2,471	406,405
Disbursements								
Fees With discounts	(3,162)	(1,673)	(5,732)	(2)	ţ	(13,393)	(447)	(24,409)
		1	1	1	•	•	(3,150)	(3,150)
Iotal Disbursements	(3,162)	(1,673)	(5,732)	(2)		(13,393)	(3,597)	(27,559)
Ending Market Value \$	\$ 901,646	\$ 475,083	\$ 1,622,115	\$ 73,239 \$	2,629,829 \$	2,400,123 \$	45,753 \$	8,177,788
Yearly Rate of Return	9.08%	8.04%	7.68%	9.13%	0.00%	28.50%	li	10.30%



Delta College Market 16-17 Budget and Actuals Report

For the period ending March 31, 2017

Revenue and Support	-	Budget 16-17	Actuals 16-17
Sales		620,000	407,564
	Total	620,000	407,564
Expenses			
Salaries and Benefits		213,877	150,979
Supplies, Food, Vehicles, Gas & Oil		13,700	6,921
Management & Staff Travel		1,250	121
Advertising Promo & Contract Services		9,700	-
Printing, Duplicating & Banking Charges		1,800	2,101
Permits, Licenses, Fees & Cell Phone		250	2,405
Refuse Disposal		18,000	19,770
Security & Fire Systems		40,000	35,300
Software, Licenses & Equipment Rental		49,060	33,673
Repairs and Maintenance Services		6,000	2,299
New Equipment		-	468
Site Improvements (Berm Removal) & Other Misc Exp		450	136
	Total _	354,087	254,173
Net Market Revenue		265,913	153,391
Transfer to Passport		(265,913)	(153,391)
Net Operating Results		_	-



Delta College Foundation Statement of Assets

The following is a summary of statement of assets by type and program for the period ending March 31, 2017

Endowment/Wills, Trusts & Passport to College	The state of the s	Total
Benerd Fund - Endowment	\$	1,622,115
Schultz, Earl and Bianchi - Wills, Trusts Marilyn Jones - Annuity Passport to College - Investments Passport to College - Amounts Due		901,646 45,753 2,400,123 (1,130,212)
	Subtotal \$	3,839,426

Passport to College

The Passport to College funds are held at the Bank of Stockton. Passport to College is funded by the Danner Trust (held at Bank of Stockton) and private donations. The Danner trust allows for distributions of up to 5% of the fair market value of the account per year.

Benerd Fund

The Benerd fund Investments are held at Morgan Stanley. Will states: 90% the first priority shall be for grants to students to pay for child care at the CDC center now under construction. Any remainder shall be used for scholarships for students based on faculty recommendations and financial need.

Distributions can't be made from this fund if the FMV is lower than \$1,001,295 at fiscal year end.

Bianchi Fund

The Bianchi Fund Investments are held at Morgan Stanley.

Will states: The estate on hand and any other property of the decedent or estate not now known or discovered should be distributed to San Joaquin Delta College, to be known as the Ruth Bianchi Scholarship Fund, the income and/or principal of said fund to be used for a student or students whose load is mostly taken in the evening on the basis of ability and need.

Joe Earl

The Joe Earl Funds are held at Morgan Stanley. These funds were given to the Delta College Foundation by Joe Earl (an adjunct faculty member) to fund scholarships. Original deposit was \$15k.

Norris and Elinor Shultz

The Norris and Elinor Shulz funds are held at Morgan Stanley. According to the will this is a revocable trust and the distribution is as follows: 1/3 to San Joaquin Delta Community College Scholarship Foundation. According to documents dated July 9, 1992, original amount of distribution is \$333,333.33.

Marilyn Jones Gift Annuity

The Marilyn Jones funds are held by the Calif. Community College League at TIAA Cref. The Community College League entered into an agreement between Marilyn P. Jones for the benefit of the Delta College Foundation. The agreement provides payments of \$4,200 annually starting on December 31, 2004 and continues for the rest of her life. According to the agreement, CCLC shall use the residuum under this agreement for the benefit of the Delta College Foundation for the purposes of funding the scholarships previously established by Marilyn P. Jones.

Councils - Restricted Cash and	Ì	
Investments		Total
Academic Scholarship Council Council Investments (Health, Ag, Eng, &	\$	475,083
Culinary Arts)		73,239
Other Assets	:	
Restricted Savings-Chg Fund		2,599,280
Amounts Due From Various		
Scholarships&Councils		205,181
Unrestricted Operating Cash		163,215
Subtotal	\$	3,515,998
Total Foundation Cash and Investments		7,355,424

Council Investments

These investments are held mainly at Morgan Stanley.

- 1) Culinary Arts
- 2) Health Sciences
- 3) Agriculture & Natural Resources
- 4) Engineering
- 5) Academic Scholarship Council

Restricted Savings and Amounts Due To Various Scholarships and Councils

Restricted funds which are available in accounts at Wells Fargo Bank. Unrestricted Operating Cash

Unrestricted funds are available in accounts at Wells Fargo Bank.

Reconciliation of Net Assets

Fixed Assets		\$
Cash and Investments	,	\$ 7,355,424
Receivables		
Total Assets		7,355,424
Liabilities		(2,243,403)
Net Assets	•	\$ 5,112,021

San Joaquin Delta Community College District 5151 Pacific Avenue, Stockton CA 95207

ITEM 4.3

SUBJECT: Gifts and Donations

DATE: June 12, 2017

- A. RECOMMENDATION: It is recommended that the Foundation Board of Directors accept the gifts and donations on the attached list
- **B. BACKGROUND:** One of the primary means of generating resources for the foundation is the solicitation of gifts and donations. It is important to recognize them for several reasons; to acknowledge the donor, to understand the level and type of resources coming into the foundation and maintain a formal record.
- C. BUDGETARY IMPLICATIONS: Provide resources to help meet the goals of the foundation.



Delta College Foundation List of Donations and Contributions

The following is a summary of donations and contributions activity for the period ending March 31, 2017

Cash Donations and Contributions

Donor Name	Account Name	Actual Amount
Henry & Sylvia Wong	Foundation General	89,088
Bank of Stockton	Passport to College	600
Pepsi	Passport to College	5,000
County of San Joaquin	SBDC Council	1,000
State of California	SBDC Council	1,500
Various	Hazel Hill Council	1,886
Various	Athletics Councils	27,397
Various	Various Councils	24,841
	Tot	al: 151,312

In Kind Contributions

Donor Name	Account Name	Fair Market Value
Marianne McCarroll Memorial Scholarships	Culinary Arts Council	4,793
Various	Culinary Arts Council	1,243
Delicato Family Vineyards	Women's History Month	623
	To	otal: 6,659

Total Donations and Contributions

157,971

San Joaquin Delta Community College District 5151 Pacific Avenue, Stockton CA 95207

ITEM 4.4

SUBJECT: 2017-2018 Budget **DATE: June 12, 2017**

- **A. RECOMMENDATION:** It is recommended that the Foundation Board of Directors approve the 2017-18 budget as submitted.
- **B. BACKGROUND:** Each June the Foundation Board of Directors approves an operating budget for the ensuing fiscal year which starts July 1. As the Passport Program closes out the Foundation resources in unrestricted funds will improve and have been tentatively reflected in the budget documents provided.
- **C. BUDGETARY IMPLICATIONS:** The budget provides direction for the new year, identifies expenditure priorities and is intended to implement planning decisions made by the Foundation Board.



Budget 2017-18

Revenue and Support		Temporarily	
	Unrestricted	Restricted	Total
The Market	300,000	-	300,000
Gladys L Benerd	-	30,009	30,009
Schultz, Earl, and Bianchi	-	29,458	29,458
Program Service Revenues	-	331,987	331,987
Fundraising Revenue	•	78,508	78,508
Interest and Investment Income	=	12,354	12,354
Net Realized and Unrealized Gains	-	22,300	22,300
Contributions and Capital Gifts	5,000	158,360	163,360
Total	305,000	662,975	967,975
Expenses	20.000		20.000
Scholarship Program Support	30,000		30,000
Community Supported Student Field Trips	35,000	65,000	35,000
Student Scholarships and Grants Child Development Center Support	-	125,000	65,000 125,000
Student Instructional Program Support		482,000	482,000 482,000
Beneficiary Payments (M. Jones Annuity)	.	4,200	482,000
Foundation Fundraising Event	-	4,200 86,925	86,925
Student Recruitment Activities	35,000	80,323	35,000
General and Administrative	33,000	46,000	46,000
Passport to College Loan Pmt Principle and Int.		52,000	52,000
Total _	100,000	861,125	961,125
Excess of Revenue over Expenses	205,000	(198,150)	6,850

San Joaquin Delta Community College District 5151 Pacific Avenue, Stockton CA 95207

ITEM 4.5

SUBJECT: Appointment of Director #3 to a New Three

DATE: June 12, 2017

Year Term

A. RECOMMENDATION: It is recommended that the Foundation Board of Directors make an appointment to the position of Foundation Director #3 to a three year term starting July 1, 2017.

B. BACKGROUND: This seat is currently held by Carl Toliver.

C. BUDGETARY IMPLICATIONS: None

San Joaquin Delta Community College District 5151 Pacific Avenue, Stockton CA 95207

ITEM 4.6

SUBJECT: Appointment of Director #8 to a New Three Year Term

DATE: June 12, 2017

A. RECOMMENDATION: It is recommended that the Foundation Board of Directors make an appointment to the position of Foundation Director #8 to a new three year term starting July 1, 2017.

B. BACKGROUND: This seat is currently held by Tom Patti.

C. BUDGETARY IMPLICATIONS: None

San Joaquin Delta Community College District 5151 Pacific Avenue, Stockton CA 95207

ITEM 4.7

SUBJECT: Appointment of Director #9 to a New Three Year Term

DATE: June 12, 2017

A. RECOMMENDATION: It is recommended that the Foundation Board make an appointment to the position of Foundation Director #9 to a three year term starting

B. BACKGROUND: This seat is currently held by Claudia Moreno.

C. BUDGETARY IMPLICATIONS: None

July 1, 2017.

San Joaquin Delta Community College District 5151 Pacific Avenue, Stockton CA 95207

ITEM 4.8

SUBJECT: Election of Officers

DATE: June 12, 2017

- A. RECOMMENDATION: It is recommended that the Foundation Board of Directors elect new officers for the fiscal year starting July 1, 2017
 - President
 - Vice President
 - Secretary/Treasurer College President
- **B. BACKGROUND:** Each June the Foundation Board of Directors elects officers for the ensuing fiscal year starting July 1. The current president is Tom Patti and vice president is Jeff Wright. The secretary/treasurer role is assigned to the college president
- C. BUDGETARY IMPLICATIONS: None